



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS
FINANCE CENTER
5720 INTEGRITY DRIVE
MILLINGTON, TENNESSEE 38054-5005

CEFC-AR

28 August, 1998

MEMORANDUM FOR ALL Division, District and, Laboratory Finance and Accounting Officers

SUBJECT: Abnormal Balances, CFO-98-008

1. This memorandum is issued to advise all of the need to routinely check their databases for abnormal balances as well as to remind all of the tool available to perform this function.
2. Program cfoabgls, which identifies general ledger accounts with abnormal balances, was released last fiscal year. Each activity should generate this program, analyze all abnormal general ledger balances, and take the appropriate corrective action. Please note that sometimes an abnormal balance is valid, but each abnormality should be researched to determine if there is an explanation for the abnormal balance. **All** abnormal balances as of 30 September 1998 will require special footnotes to the financial statements.
3. It is anticipated that all abnormal balances will be either cleared or explained by 30 September 1998. If you have an instance where you believe that the abnormal balance may exist beyond 30 September 1998 you should notify the UFC of its existence and provide the necessary information required to footnote the financial statements.
4. The POC at the UFC is Linda Jeffreys, CEFC-AR, (901) 874-8448.

/s/

STANLEY N. WRENN
Director, USACE Finance Center